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REWRITE *Made Easy*

مذكرة كيفية الإجابة على سؤال Rewrite للمرحلة الإعدادية

PREP STAGE

Preparatory Rewrite Skills Workbook

Grammar | Structure | Transformation | Practice | Accuracy | Success

تعلم إعادة الصياغة بسهولة

★ Mr. Khaled Talal ★

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Prep Stage Guide

1

Before You Start

اختبار قبلي

Rewrite the following sentences using the word(s) in brackets:

1. Ali plays football every Friday. (usually)
2. Mona is doing her homework now. (at the moment)
3. We visited Luxor a year ago. (last)
4. I started learning English three years ago. (for)
5. Ahmed is taller than Omar. (as)
6. The bag is too heavy for Salma to carry. (enough)
7. Although Hany was tired, he finished his work. (but)
8. You mustn't use your phone here. (allowed)
9. People speak English in many countries. (spoken)
10. "I am very happy," Nada said. (said)

Think Before You Write فكر قبل أن تكتب

- ما الكلمة المطلوبة بين القوسين؟
- ما القاعدة التي تشير إليها؟
- هل الزمن سيتغير؟
- هل ترتيب الجملة سيتغير؟
- هل المعنى ما زال كما هو؟

هدف المذكرة:

أن تتعلم كيف تفكر في سؤال Rewrite، وليس أن تحفظ إجابات جاهزة.

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2

What Is Rewrite?

ما هو سؤال Rewrite؟

في سؤال Rewrite يُطلب منك إعادة كتابة الجملة
باستخدام كلمة أو تعبير محدد دون تغيير المعنى الأساسي.

1 شكل السؤال

Rewrite the following sentences using the word(s) in brackets:

Ahmed is taller than Ali. (as)

↓

Ali isn't as tall as Ahmed.

2 The Golden Rule القاعدة الذهبية

Change the structure, not the meaning.

غيّر تركيب الجملة. ولكن حافظ على معناها.

3 في Rewrite قد يتغير:

- ترتيب الكلمات
- زمن الفعل
- شكل الفعل
- الصفة
- الفاعل والمفعول
- أداة الربط
- تركيب الجملة بالكامل

لكن لا يجوز أن يتغير:

المعنى الأساسي للجملة.

4

Wrong:

Ahmed is taller than Ali.

↓

Ali is taller than Ahmed.

Correct:

Ahmed is taller than Ali.

↓

Ali isn't as tall as Ahmed.

Rewrite well. Change the structure, keep the meaning.

أعد الكتابة بذكاء. غيّر الشكل، واحفظ المعنى.

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Prep Stage Guide

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The 5-Step Rewrite Method

خطة الحل في خمس خطوات

1 STEP 1 — Read

اقرأ الجملة كاملة ولا تبدأ من الكلمة بين القوسين فقط.

2 STEP 2 — Find the Clue

حدد الكلمة أو التركيب الذي سيتغير.

I started learning English three years ago. (for)

الكلمة for تشير إلى Present Perfect.

3 STEP 3 — Remember the Pattern

تذكّر شكل القاعدة.

started / began + مدة + ago

↓

have / has + p.p. + for

4 STEP 4 — Rewrite

ابدأ كتابة الجملة الجديدة.

I have learned English for three years.

5 STEP 5 — Check

راجع

- هل استخدمت الكلمة المطلوبة؟
- هل الزمن صحيح؟
- هل شكل الفعل صحيح؟
- هل ترتيب الجملة مناسب؟
- هل المعنى لم يتغير؟

Exam Tip

لا تدخل الكلمة بين القوسين بالقوة،
اعرف القاعدة أولاً، ثم أعد بناء الجملة.

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Present Simple & Present Continuous
المضارع البسيط والمضارع المستمر

1 Present Simple

نستخدمه مع العادات والأفعال المتكررة.

Common clues:

every day | always | usually
often | sometimes | never

Example:

Ali goes to the club every Friday. (usually)
→ Ali usually goes to the club on Fridays.

He / She / It → verb + s / es

He plays.
She watches.

2 Present Continuous

نستخدمه مع ما يحدث الآن.

Common clues:

now | at the moment
Look! | Listen!

Example:

Mariam is studying now. (at the moment)
→ Mariam is studying at the moment.

نستخدم المصدر بعد does / doesn't

He doesn't play. ✓

Try It جرب

1. Omar is watching TV at the moment. (now)
2. Salma walks to school every day. (usually)
3. Hany doesn't play tennis. (never)
4. Look! The baby is crying. (now)

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Past Simple & Used to

الماضي البسيط والتعبير عن عادات الماضي

1 Past Simple

نستخدمه مع فعل انتهى في الماضي.

yesterday | last... | ... ago | in 2024

We visited the museum a week ago. (last)

→ We visited the museum last week.

★ يجب أن تكون المعلومة الزمنية في السؤال تسمح بهذا التحويل.

2 Used to

نستخدم used to + infinitive للتعبير عن عادة أو حالة كانت موجودة في الماضي ولم تعد موجودة الآن.

When I was young, I played in the street every day. (used)

→ I used to play in the street when I was young.

Negative: didn't use to + infinitive

Ali wasn't a coffee drinker in the past. (use) → Ali didn't use to drink coffee.

3 Try It

1. My grandfather walked to work when he was young. (used) .....
2. Nour lived in Cairo in the past, but she doesn't now. (used) .....
3. We didn't visit the club in the past. (use) .....
4. Dad played tennis every week when he was young. (used) .....

Understand the rule. Use it with confidence.

افهم القاعدة. استخدمها بثقة.

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Present Perfect: Since & For

المضارع التام مع since و for

1 FOR

تأتي قبل مدة زمنية:

- for two hours
- for three days
- for five years
- for a long time

2 SINCE

تأتي قبل بداية المدة:

- since Monday
- since 2022
- since 7 o'clock
- since I was young

started / began + مدة + ago ⟷ have / has + p.p. + for

started / began + نقطة بداية ⟷ have / has + p.p. + since

1 I started learning English three years ago. (for)

↓

I have learned English for three years.

2 Mona started living here in 2023. (since)

↓

Mona has lived here since 2023.

Important | He / She / It → has | I / We / You / They → have

Try It

1. Ali started working here five years ago. (for) .....
2. We started living here in 2022. (since) .....
3. Mona started learning French two months ago. (for) .....
4. Dad started working here in 2019. (since) .....

Use since for a starting point. Use for for a period of time.

استخدم since مع بداية المدة، واستخدم for مع مدة زمنية.

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Present Perfect Clues
أدوات المضارع التام

JUST

حدث منذ وقت قصير جدًا.

Example:
Ali has just finished his homework.

ALREADY

حدث قبل المتوقع.

Example:
Mona has already eaten lunch.

YET

تأتي غالبًا في السؤال أو النفي، وفي نهاية الجملة.

Examples:
- Have you finished yet?
- I haven't finished yet.

NEVER

لم يحدث في أي وقت سابق.

Example:
I have never visited London.

Rewrite Examples

1. Ali finished his homework a moment ago. (just) → Ali has just finished his homework.
2. This is my first visit to Aswan. (never) → I have never visited Aswan before.

Try It

1. Sara finished the project a moment ago. (just) .....
2. This is my first time on a plane. (never) .....
3. Hany hasn't done his homework until now. (yet) .....
4. Mona has finished her homework. (already) .....

Use the clues to write clear and correct sentences.
استخدم الأدوات لتكتب جملاً واضحة وصحيحة.

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Comparison

المقارنة بين شخصين أو شيئين

Use comparison forms to compare people or things.

استخدم صيغ المقارنة لمقارنة شخصين أو شيئين.

1 Comparative المقارنة التفاضلية

Adjective	Comparative Form
tall	taller than
big	bigger than
beautiful	more beautiful than

Example:

Ahmed is **taller than** Ali. (as)

⬇

Ali isn't **as tall as** Ahmed.

2 Equality المساواة

Pattern:

as + adjective + as

Example:

Omar is **as tall as** Ahmed.

3 Negative Equality النفي للمساواة

Pattern:

not as + adjective + as

Example:

My car is **faster than** yours. (as)

⬇

Your car isn't **as fast as** mine.

4 Irregular Forms الصيغ الشاذة

Adjective	Irregular Form
good	better
bad	worse
far	farther / further

بعض الصفات لها صيغ خاصة
يجب حفظها.

Try It جرب

1. Cairo is bigger than my town. ..... (as)
2. Maths is easier for me than science. ..... (difficult)
3. My brother is taller than me. ..... (as)
4. This book is more interesting than that one. ..... (less)

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Superlatives
صيغة التفضيل

1 Pattern النمط

the + adjective-est	the most + adjective
• the tallest	• the most beautiful
• the fastest	• the most interesting

2 Common Rewrite Pattern نمط إعادة الصياغة الشائع

Ahmed is the tallest boy in the class.

Rewrite with: No other...

No other boy in the class is as tall as Ahmed.

Ahmed is taller than all the other boys in the class.

The Nile is the longest river in Egypt. (longer)

The Nile is longer than any other river in Egypt.

3 Try It جرّب

1. Ahmed is the fastest runner in the team. (faster)
2. This is the most interesting story in the book. (more)
3. Nada is the youngest girl in her family. (younger)
4. Mount Everest is the highest mountain in the world. (higher)

Use superlatives to compare more than two things.

استخدم صيغة التفضيل للمقارنة بين أكثر من شيئين.

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Too & Enough
Too و Enough

TOO

Pattern: too + adjective + to + infinitive

Example:

The box is too heavy for me to carry.

الصندوق ثقيل لدرجة أنني لا أستطيع حمله.

ENOUGH

Pattern: adjective + enough + to + infinitive

Example:

Ali is old enough to drive.

Common Transformation

too + adjective ⟷ not + opposite adjective + enough

1. The bag is too heavy for Mona to carry. (enough)
   → The bag isn't light enough for Mona to carry.
2. Ali isn't old enough to drive. (too)
   → Ali is too young to drive.

Watch Out

لا يكفي تغيير too إلى enough فقط.

غالبًا يجب أيضًا تغيير الصفة إلى عكسها، وإضافة النفي أو حذفه.

Try It

1. The tea is too hot for me to drink. (enough) .....
2. Hany isn't tall enough to reach the shelf. (too) .....
3. The question is too difficult for me to answer. (enough) .....
4. Salma isn't old enough to travel alone. (too) .....

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Because, So, Although & But
أدوات الربط

1 Because & So السبب والنتيجة

Because comes before the reason. Use so before the result.

because + clause
clause, so + clause

1. Mona was tired, **so** she went to bed. **(because)**
   → Mona went to bed **because** she was tired.

2. **Because** Huda studied hard, she got high marks. **(so)**
   → Huda studied hard, **so** she got high marks.

2 Although & But التضاد

Although and but show contrast.

Although + clause, clause.
Clause, but clause.

1. **Although** it was raining, we went out. **(but)**
   → It was raining, **but** we went out.

2. The exam was difficult, **but** Ali passed it. **(although)**
   → **Although** the exam was difficult, Ali passed it.

3 Try It جرب.

Rewrite the following sentences using the word(s) in brackets:

1. Omar was hungry, so he made a sandwich. **(because)** .....
2. Because Salma was ill, she stayed at home. **(so)** .....
3. Although he is young, he is very responsible. **(but)** .....
4. It was cold, but we enjoyed the trip. **(although)** .....

Link the ideas correctly, then keep the meaning the same.
اربط الأفكار بطريقة صحيحة، ثم حافظ على المعنى نفسه.

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Because of & Despite
التعبير عن السبب والتضاد

1 Because of بسبب

Use **because of** before a noun or noun phrase.
نستخدم because of قبل الاسم أو المجموعة الاسمية.

because + clause
because of + noun / noun phrase

We stayed home because it was raining. (because of) → We stayed home **because of** the rain.

2 Despite رغم

Use **despite** before a noun or verb + ing.
نستخدم despite قبل الاسم أو الفعل مع ing+.

although + clause
despite + noun / verb + ing

1. Although Ali was ill, he went to school. (despite) → **Despite** his illness, Ali went to school.
2. Although he was tired, he continued working. (despite) → **Despite** being tired, he continued working.

3 Important Note ملاحظة مهمة

- After **because** and **although**, use a full clause.
  بعد although و decaugh نستخدم جملة كاملة.
- After **because of** and **despite**, use a noun or verb + ing.
  بعد despite و becaise of نستخدم اسماً أو فعلاً مع ing.

4 Try It جرب

Rewrite the following sentences using the word(s) in brackets:

1. We didn't go out because it was raining heavily. (because of) .....
2. Although Ahmed was tired, he finished his homework. (despite) .....
3. They cancelled the match because of the bad weather. (because) .....
4. Despite studying hard, Nada didn't get full marks. (although) .....

Choose the right structure after the linking expression.
اختر التركيب الصحيح بعد أداة الربط.

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If & Unless
If و Unless

1 The Rule القاعدة

- Unless = if ... not
- unless = if + negative meaning

If you don't study, you won't succeed.
→
You won't succeed unless you study.

2 First Conditional الشرط الأول

If + present simple,
will + infinitive

If you study hard, you **will** succeed.

3 Rewrite Examples أمثلة

1. If you don't hurry, you will miss the bus. (unless) → You will miss the bus unless you hurry.
2. Unless you hurry, you will miss the bus. (if) → If you don't hurry, you will miss the bus.
3. You won't catch the train if you don't leave now. (unless) → You won't catch the train unless you leave now.

4 Watch Out انتبه

✗ **Incorrect:** Unless you don't study ...

✓ **Correct:** Unless you study ...

لا نستخدم **not** بعد unless

5 Try It جرب

1. If you don't leave now, you will be late. (unless) .....
2. Unless you practise, you won't improve. (if) .....
3. You won't pass the exam if you don't study. (unless) .....
4. Unless Salma calls me, I won't know the news. (if) .....

Focus on the meaning of the negative idea.
ركز على معنى النفي داخل الجملة.

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Prep Stage Guide

Modals & Rules

الأفعال الناقصة والقواعد

1 Must & Have to الإلزام

We use both to show obligation.

نستخدم كليهما للتعبير عن الإلزام.

- You **must** wear a seat belt. **(have)**

↓

You **have to** wear a seat belt.

2 Mustn't & Allowed المنع

We use **mustn't** to show prohibition.

نستخدم mustn't للتعبير عن المنع.

- You **mustn't** park here. **(allowed)**

↓

You **aren't allowed to** park here.

3 Should النصيحة

We use **should** to give advice.

نستخدم should لتقديم النصيحة.

- You **should** drink more water. **(idea)**

↓

It is **a good idea to** drink more water.

4 Don't have to عدم الضرورة

We use **don't have to** when something is not necessary.

نستخدم don't have to عندما لا يكون الشيء ضروريًا.

- You **don't have to** come early. **(necessary)**

↓

It **isn't necessary for you to** come early.

5 Important Note ملاحظة مهمة

- **mustn't** = prohibited
  mustn't = ممنوع
- **don't have to** = not necessary
  don't have to = غير ضروري

6 Try It: جرب

1. You must wear a school uniform. **(have)** .....
2. Students mustn't use phones during the exam. **(allowed)** .....
3. You should eat healthy food. **(idea)** .....
4. It isn't necessary to bring your laptop. **(have)** .....

Understand the modal meaning before you rewrite.

افهم معنى الفعل الناقص قبل إعادة الصياغة.

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Prep Stage Guide

Active & Passive

المبني للمعلوم والمبني للمجهول

1 The Idea الفكرة

In the passive voice, the object becomes the subject.

في المبني للمجهول، يتحول المفعول به إلى فاعل الجملة الجديدة.

People speak English in many countries.

↓

English **is spoken** in many countries.

2 Present Simple Passive المضارع البسيط

am / is / are + p.p.

They **clean** the classrooms every day. **(cleaned)**

↓

The classrooms **are cleaned** every day.

3 Past Simple Passive الماضي البسيط

was / were + p.p.

They **built** the school in 2010. **(built)**

↓

The school **was built** in 2010.

4 Future Passive المستقبل

will be + p.p.

They **will finish** the project tomorrow. **(finished)**

↓

The project **will be finished** tomorrow.

5 Rewrite Steps خطوات الحل

1. Find the object.
2. Put it at the beginning.
3. Identify the tense.
4. Choose the correct form of be.
5. Use the past participle.

6 Try It: جرب

1. People grow rice in many countries. **(grown)**
2. They built this bridge in 2015. **(built)**
3. The students will finish the project tomorrow. **(finished)**
4. Millions of people use the Internet every day. **(used)**

Keep the tense, but change the structure.

حافظ على الزمن، لكن غير التركيب.

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Relative Pronouns
ضمائر الوصل

1 Who للأشخاص

Ali is the boy.
He helped me yesterday. (who)

Ali is the boy **who** helped me yesterday.

2 Which للأشياء

This is the book.
I bought it yesterday. (which)

This is the book **which** I bought yesterday.

3 Where للأماكن

This is the club.
We practise football there. (where)

This is the club **where** we practise football.

4 Important Note ملاحظة مهمة

Use **which** when the second sentence has **it**.
Use **where** when the second sentence has **there**.

تستخدم **which** إذا كان في الجملة الثانية **it**،
ونستخدم **where** إذا كان فيها **there**.

Incorrect: The boy who he won the race ...

Correct: The boy **who** won the race ...

5 Quick Rule قاعدة سريعة

who → people
which → things
where → places when you mean there

6 Try It جرب

Join the two sentences using the word in brackets.

1. I met a girl. She won the competition. (who) .....
2. This is the book. I bought it yesterday. (which) .....
3. This is the museum. We visited it last week. (which) .....
4. This is the restaurant. We had lunch there. (where) .....

Join the two sentences without changing the meaning.
صل بين الجملتين من غير أن تغيّر المعنى.

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Reported Speech
الكلام غير المباشر

1 Direct & Reported Speech المباشر وغير المباشر

Direct: Sara said, "I am tired."

Reported: Sara said that she was tired.

2 Common Changes التغييرات الشائعة

When the reporting verb is in the past, these changes usually happen.

عندما يكون فعل القول في الماضي، تحدث هذه التغييرات غالبًا.

Direct		Reported
am / is	→	was
are	→	were
will	→	would
can	→	could
have / has	→	had
now	→	then
today	→	that day
tomorrow	→	the next day
yesterday	→	the day before

3 Rewrite Examples أمثلة

1. Ahmed said, "I will visit Cairo tomorrow." (said)
→ Ahmed said that he would visit Cairo the next day.

2. Mona said, "I am very happy." (said)
→ Mona said that she was very happy.

4 Commands الأوامر

★ **Use told + object + to + infinitive.**

1. The teacher said to Ali, "Open your book." (told)
→ The teacher told Ali to open his book.

2. Mum said to me, "Don't stay up late." (told)
→ Mum told me not to stay up late.

5 Try It جرب

1. Ali said, "I am busy." (said)
2. Huda said, "I will travel tomorrow." (said)
3. Dad said to me, "Clean your room." (told)
4. The teacher said to us, "Don't make noise." (told)

Change the pronouns, time words, and verb tense carefully.

غيِّر الضمائر والكلمات الزمنية وزمن الفعل بحذر.

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كيفية الإجابة على سؤال Rewrite للمرحلة الإعدادية

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Prep Stage Guide

Rewrite Traps

أشهر الأخطاء في سؤال Rewrite

1 Using the word without changing the structure

استخدام الكلمة المطلوبة دون تغيير التركيب

Original: Ahmed is taller than Ali.

Wrong: Ahmed is taller as Ali.

Correct: Ali isn't as tall as Ahmed.

2 Wrong verb form

نسيان شكل الفعل الصحيح

Wrong: He doesn't plays football.

Correct: He doesn't play football.

3 Changing the meaning

تغيير المعنى

Original: Ali is too young to drive.

Wrong: Ali is old enough to drive.

Correct: Ali isn't old enough to drive.

4 Missing pronouns or connectors

نسيان الضمير أو الرابط

Wrong: Mona said was tired.

Correct: Mona said that she was tired.

5 Wrong tense

استخدام زمن غير مناسب

Original: I started living here five years ago.

Wrong: I live here for five years.

Correct: I have lived here for five years.

6 Missing past participle in the passive

نسيان التصريف الثالث في المبني للمجهول

Wrong: English is speak worldwide.

Correct: English is spoken worldwide.

The 10-Second Check مراجعة سريعة

- ☑ Meaning المعنى
- ☑ Tense الزمن
- ☑ Verb form شكل الفعل
- ☑ Word in brackets الكلمة بين القوسين
- ☑ Spelling الإملاء

Avoid the common traps, and your rewrite will improve.

تجنب الأخطاء الشائعة، وستتحسن إعادة الصياغة.

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Final Mixed Practice

تدريب شامل على Rewrite

Rewrite the following sentences using the word(s) in brackets:

1. Ali started learning English four years ago. (for)
2. This is my first visit to Luxor. (never)
3. Mona is shorter than Salma. (as)
4. The box is too heavy for me to lift. (enough)
5. Hany was tired, but he continued studying. (although)
6. We stayed home because it was raining. (so)
7. If you don't hurry, you will miss the bus. (unless)
8. Students mustn't talk during the exam. (allowed)
9. People use computers everywhere. (used)
10. They built this school twenty years ago. (built)
11. I met a boy. He speaks three languages. (who)
12. This is the park. We played there yesterday. (where)
13. Sara said, "I am very busy." (said)
14. Mum said to Ali, "Don't stay up late." (told)
15. Ahmed is the tallest student in the class. (taller)

Remember: keep the meaning the same.
تذكر: حافظ على المعنى نفسه.

This page combines many rewrite skills together.
هذه الصفحة تجمع مهارات متعددة من إعادة الصياغة.

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Final Rewrite Challenge

اختبار نهاية المذكرة

Rewrite using the word(s) in brackets:

1. Mariam started living in Cairo in 2021. (since)
2. Omar finished his homework a moment ago. (just)
3. My car is faster than Ali's car. (as)
4. The coffee is too hot for me to drink. (enough)
5. Because Ahmed was ill, he didn't go to school. (so)
6. Although Salma was tired, she completed the project. (but)
7. If you don't practise English, you won't improve. (unless)
8. It isn't necessary for you to come tomorrow. (have)
9. You mustn't take photos here. (allowed)
10. Farmers grow cotton in Egypt. (grown)
11. They opened the museum last year. (opened)
12. I know the girl. She won the competition. (who)
13. This is the village. My grandfather was born there. (where)
14. Ali said, "I will call you tomorrow." (said)
15. The teacher said to us, "Work quietly." (told)

Your Final Checklist راجع إجابتك

- Did I use the word in brackets?
- Is the meaning the same?
- Is the tense correct?
- Is the verb form correct?
- Did I check the subject and pronouns?
- Did I check spelling and punctuation?

Rewrite Formula

Read → Identify → Transform → Check

اقرأ ← حدّد القاعدة ← حوّل ← راجع

Do not memorize the sentence. Understand the transformation.

لا تحفظ الجملة. افهم التحويل.

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